



Planning Commission Minutes

March 28, 2011

MEMBERS PRESENT: Chair Rick Jabs, Commissioners Robert Hall, Tom Rublein, Daniel Kitzberger, Josh Root, Maureen Scaglia and Gordon Vizecky

MEMBERS ABSENT: Commissioner Dennis Schuller

STAFF PRESENT: Melissa Poehlman, City Planner

OTHERS PRESENT: None

Chairperson Jabs called the meeting to order at 7:00 p.m.

APPROVAL OF MINUTES

M/Vizecky, S/Scaglia to approve the minutes of the February 28, 2011 study session and regular Planning Commission meeting.

Motion carried: 7-0

OPEN FORUM

None

PUBLIC HEARING

ITEM #1

PC Letter #8 - Consideration of amendments to the Zoning Ordinance related to: bay windows, fences, home occupations, permissible business sizes, permitted businesses, sign permits and reference corrections.

City Planner (CP) Poehlman explained the proposed ordinance changes, highlighting the fact that they were fairly minor in nature and largely comprised of corrections, clarifications and/or extensions of existing policies.

Commissioner Vizecky asked if current regulations would allow for interior tenants or tenants without space on a major road to display wall signs.

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CP Poehlman answered that current regulations would allow these businesses to have freestanding signs, but not wall signs. She indicated that staff could explore regulations that would address this situation.

CP answered additional clarifying questions.

M/Root, S/Vizecky to close the public hearing.

Motion carried: 7-0

M/Root, S/Vizecky to recommend approval of the attached ordinance amending Subsection 509.11; 509.15, Subdivisions 3 and 10; 509.21, Subdivision 11; 512.07; 512.09; 514.5, Subdivision 5; 514.13, Subdivision 2; 518.13, Subdivision 2; 522.13, Subdivision 2; 532.03, Subdivisions 4, 5 and 6; 532.11; 534.07, Subdivision 9; 534.11; 537.03, Subdivision 1; 537.13, Subdivision 2; 544.13, Subdivision 5; 544.13, Subdivision 6; 544.25, Subdivision 3; 549.21, Subdivisions 4 and 5; and 549.23, Subdivision 2; adding new 549.19; and repealing 507.07, Subdivision 122; and 549.23, Subdivision 3.

Motion carried: 7-0

NEW BUSINESS

None

OLD BUSINESS

ITEM #2

PC Letter #9 – Approve amendments to Part 1: Section 6 – Voting and Part 1: Section 7 – Proceedings, of the Planning Commission Bylaws.

CP Poehlman explained that in addition to a 2/3 majority vote, changes to the Planning Commission's Bylaws require introduction and inclusion in the minutes of one meeting, followed by final voting at a subsequent meeting. The two changes before the Commission were introduced and discussed at the February 28, 2011.

M/Rublein, S/Vizecky to approve amendments to Part 1: Section 6 – Voting and Part 1: Section 7 – Proceedings, of the Planning Commission Bylaws.

Motion carried: 7-0

ITEM #3

PC Letter #10 – Continue discussion of 2011 study session schedule.

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The Commission clarified their preference for, when possible, holding study sessions prior to regular meetings. Based on this preference, staff will modify the proposed schedule and bring an amended proposal to the Commission next month.

No motion required.

LIAISON REPORTS

Community Services Advisory Commission: Report by Commissioner Rublein

City Council: Report by Commissioner Hall

HRA: Report by Commissioner Root

Richfield School Board: Report by Commissioner Kitzberger

Transportation Commission: Report by Commissioner Scaglia

Chamber of Commerce: Report by Vizecky

Other: No reports

CP Poehlman provided the Commission with an update related to bills at the Legislature that would impact the City's ability to grant variances.

ADJOURNMENT

M/Root, S/Rublein to adjourn the meeting.

Motion carried: 7-0

The meeting was adjourned by unanimous consent at **7:47 p.m.**

Robert Hall
Secretary